



# Burien

*Washington, USA*

## Comprehensive Plan Amendment and Rezone Application

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State law allows amendments to an adopted Comprehensive Plan on an annual basis (except for the initial adoption of a sub-area or neighborhood plan, adoption of a shoreline master program, and amendment of a capital facilities element that is concurrent with the City's budget). The Burien Zoning Code established a formal process for these annual amendments. The following describes the process and schedule for considering annual amendments (including rezones).

### STEP 1: ESTABLISH THE DOCKET OF AMENDMENTS TO BE REVIEWED

- A. By May 1 each year, property owners and other interested parties will be notified of the annual Comprehensive Plan amendment request deadline. **The Amendment request deadline is JUNE 1.** Amendment requests must be submitted in writing, using the attached application form and be accompanied by the current non-refundable filing fee for a map amendment (which includes any necessary rezone) or the current non-refundable filing fee for a text amendment.
- B. By July 1 each year, the Planning Commission will hold at least one public meeting to consider testimony and make recommendations to the City Council on which amendments to consider, and may recommend a priority be assigned to each proposed amendment.
- C. By August 1 each year, the City Council will consider the recommendations of the Planning Commission, and establish a docket of Comprehensive Plan amendments for consideration.

### STEP 2: PUBLIC HEARINGS AND DECISIONS ON EACH AMENDMENT

Once the final amendments docket is established, the Dept. of Community Development will analyze each amendment, prepare SEPA environmental review documents, and send the list to the State for its required review. The Planning Commission will hold public hearings on each item on the final list and will make recommendations to City Council. The projected schedule for review and a decision on each item on the final list will be established as part of the final list.

### REZONES

Changes to the Comprehensive Plan map will most likely also require changes to the Zoning map (a rezone). Changes to the Zoning map (a rezone) will most likely also require changes to the Comprehensive Plan map. In these cases, both map changes can be processed together.

**A COMPREHENSIVE PLAN AMENDMENT AND/OR A REZONE IS NOT A "PERMIT"  
AND WILL TAKE AT LEAST 6 -12 MONTHS TO PROCESS.**

## **Suggestions on how to prepare a comprehensive plan amendment request.**

### **Comprehensive Plan Amendment Criteria**

The information below is being provided to assist those people interested in submitting a specific request for a Comprehensive Plan amendment. For the City to consider each request the following criteria shall be met. It is helpful if each of the criteria is individually addressed.

BMC 19.65.095.4 Criteria. The City may approve or approve with modifications a Comprehensive Plan amendment if:

- A. The request has been filed in a timely manner; and
- B. There is a public need for the proposed amendment; and
- C. The proposed amendment is the best means for meeting the identified public need; and
- D. The proposed amendment is consistent with the overall intent of the goals and policies of the Burien Comprehensive Plan, Growth Management Act and Countywide Planning Policies; and
- E. The proposed amendment will result in a net benefit to the community; and
- F. The revised Comprehensive Plan will be internally consistent; and
- G. The capability of the land can support the projected land use; and
- H. Adequate public facility capacity to support the projected land use exists, or, can be provided by the property owner(s) requesting the amendment, or, can be cost-effectively provided by the City or other public agency; and
- I. The proposed amendment will be compatible with nearby uses; and
- J. The proposed amendment would not result in the loss of capacity to meet other needed land uses, such as housing; and
- K. For a Comprehensive Plan map change, the applicable designation criteria are met and either of the following is met:
  - i. Conditions have so markedly changed since the property was given its present Comprehensive Plan designation that the current designation is no longer appropriate; or,
  - ii. The map change will correct a Comprehensive Plan designation that was inappropriate when established.

Plan amendment requests should thoughtfully and thoroughly address each of these criteria. Submittals may be in the form of a written letter addressing each of the criteria and, if so desired, an applicant may want to include other information as attachments to the written request. It is also beneficial for applicants to refer to applicable goals and policies in the Comprehensive Plan that are pertinent to the amendment request.

### **Re-zone Criteria**

Requesting a zoning change requires both the Comprehensive Plan land use map and Zoning map to be changed. Therefore, applications should address the Comprehensive Plan amendment criteria as well as the criteria listed below. For example, if a request was made to change to the Comprehensive Plan and zoning it should refer to the Comprehensive Plan and address each of the land use designation criteria contained therein. If a zoning change is approved, both the Comprehensive Plan land use map and the Zoning map will be amended to reflect the zoning change.

BMC 19.95.100.4. Criteria. The City may approve or approve with modifications a proposal to amend the text of this Code if:

- A. The amendment is consistent with the Comprehensive Plan; and
- B. The amendment bears a substantial relation to the public health, safety, or welfare; and
- C. The amendment is in the best interest of the community as a whole.

The burden of proof that a proposed change meets the criteria is on the applicant; therefore, amendment requests should make a strong case on how and why the proposed amendment is consistent with the goals and policies in the Comprehensive Plan.



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